

Ashfield Valley Primary School

Admissions policy

Admission to nursery

- Children need to be three years old to start in nursery. They start nursery in September, after their third birthday.
- Parents are invited to come and put their child's name down at the school office.
- We will contact you in June, ready for your child to start nursery in September.
- We come and visit all children at home, to explain what happens when your child starts nursery.
- We have 26 places in morning nursery, and 26 places in afternoon nursery.
- If there is space in the nursery class, it is possible that a small number of children could start nursery early, in April after their third birthday instead of waiting until September.
- If we do not have enough places for all the eligible children to start nursery early in April, then we offer places to the oldest children first.

Admission to Reception

- If you would like your child to come to full time school at Ashfield Valley, you have to apply to Pupil Services at the Education Department at Rochdale Council Offices (Number One Riverside). We send information about Reception admissions to all our nursery parents.
- You can apply online or you can fill in an application form.
- Applications start in the autumn term, and the closing date is in January.
- **Very important: if your child is in our nursery, you will still need to apply to Pupil Services for a place in Reception. The nursery children do not automatically get places at Ashfield Valley.**

Admission to secondary school

- At the beginning of Year 6, you will need to apply for a place at high school for your child.
- You need to apply to Pupil Services at the Education Department at Rochdale Council Offices (Number One Riverside). You can apply online or you can fill in an application form.
- Applications start in September, and the closing date is 31st October – don't miss it!

Transfer to a new primary school

- You may find that you need to move your child to a new school, if you have moved house for example.
- You need to apply to Pupil Services at the Education Department at Rochdale Council Offices (Number One Riverside).
- They will send you a Transfer form, which is in two parts. You need to complete Part 1, and you need to ask your child's present school to complete Part 2.

Admission criteria

The Pupil Services team allocate places in the following order:

1. Children with a Statement of Special Educational Needs which names the school;
2. Children in the Care of a Local Authority;
3. Children with a medical or psychological reason for attending that school;
4. Children with older brothers and sisters already at the school;
5. Children who live closest to the school.

Contact details

Pupil Services Team

Number One Riverside

Smith Street

Rochdale OL16 1XU

Tel: 01706 925982

Email: online.admissions@rochdale.gov.uk